

## Virginia's Students with Disabilities (SD) Inclusion Guidelines for participation on The National Assessment of Educational Progress (NAEP) 2022 Long-Term Trend (LTT) Age 9—Paper-Based Assessments (PBA) Mathematics and Reading Operational Assessments

The Virginia Department of Education (VDOE) expects students with disabilities selected for the National Assessment of Educational Progress (NAEP) mathematics and reading digitally based state assessments will be included as follows:

All students with disabilities who participate in the Standards of Learning (SOL) assessments should participate in NAEP using NAEP accommodations as appropriate.

Only students with disabilities who participate in the Virginia Alternate Assessment Program (VAAP) may be excluded from NAEP assessments. Any other students with disabilities must have prior approval by Latosha Branch, Virginia NAEP State Coordinator, for exclusion. Please do **not** include student names in emails.

NAEP 2022 Long-Term Trend national operational results are summarized only at the national level. NAEP 2022 Long-Term Trend assessments will not produce results for individual students, schools, school divisions, or states. The NAEP assessments do not impact the student or the school, and are instead intended solely to provide a picture of the nation's educational performance and progress. A student's Individualized Education Plan (IEP) or Section 504 Plan should not require revisions for the student to participate in NAEP. If you have questions about accommodations for NAEP, please contact Latosha Branch, Virginia NAEP State Coordinator, at [Latosha.Branch@doe.virginia.gov](mailto:Latosha.Branch@doe.virginia.gov) or (804) 225-2102. Please **do not** include student names in emails.

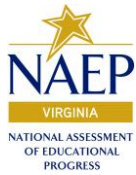
Please note the following differences in accommodation practices for Virginia state assessments and the expectation for inclusion on NAEP.

- 1) NAEP is a timed test. Students with disabilities who receive additional time on a routine basis on classroom and other assessments are allowed the **Extended Time** (see Table 2) accommodation on NAEP tests. This does not have to be documented in an Individualized Education Plan (IEP) or Section 504 Plan.
- 2) NAEP is much shorter than the state assessments, so multiple day testing is not offered. Students who receive a multiple day testing accommodation on the Virginia state assessments should take the NAEP assessments in one day with breaks as needed. Students will complete three 15-minute subject matter blocks in only one content area (mathematics or reading) and answer survey questions about their educational experiences. If a student is tested with breaks on a routine basis, please code the **Breaks During Test** (see Table 2) accommodation.
- 3) Calculators and other math aids are not allowed on NAEP Long-Term Trend assessments.

### Accommodations for age 9 Long-Term Trend Paper—Based Assessments (PBA) in Mathematics and Reading

NAEP tests include scenario-based, short response, extended response, and multiple choice items. **Table 1** lists NAEP **Universal Design Elements (UDE)**—NAEP PBA accommodations which are available to **all students**. **Table 2** lists the NAEP PBA accommodations available only for **students with disabilities**. NAEP Accommodations in **Table 2** are only allowed for a student on an Individualized Education Program (IEP) or Section 504 Plan.

If you have questions about accommodations for NAEP, please contact Latosha Branch, Virginia NAEP State Coordinator, at [Latosha.Branch@doe.virginia.gov](mailto:Latosha.Branch@doe.virginia.gov) or (804) 225-2102.

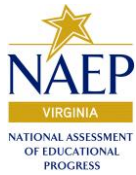


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**Table 1: NAEP PBA Assessments  
NAEP Universal Design Elements (UDE)  
Available to All Students**

<b>NAEP Universal Design Element</b>	<b>NAEP Subject</b>	<b>NAEP Universal Design Element Description</b>	<b>Notes for Virginia</b>
<b>Marks/Writes Directly in Test Book</b>	Math and Reading	All students write directly in the test book. NAEP does not have Scantron or bubble sheets.	There is room in the test booklets for students to answer short and long response questions and to show work, if needed.
<b>Directions Explained/Clarified</b>	Math and Reading	Students can raise their hand at any time and ask the test administrator to clarify or explain directions.	General directions are read aloud to all students. Any student may ask for clarification of general content specific directions at any time.  Schools should let all students know in advance that they may ask for clarification and/or directions repeated.
<b>Scratch Paper</b>	Math and Reading	Administrators inform students that they can use the white space in the test booklet as scratch paper.	Students are encouraged to show all work in the test booklet.

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**Table 2: NAEP PBA Assessments  
NAEP Accommodations  
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NAEP Accommodation	NAEP Subject	NAEP Accommodation Description	Notes for Virginia
<b>Extended Time</b>	Math and Reading	<p>Students are given up to three times (3X) the allotted time to complete the assessment.</p> <ul style="list-style-type: none"> <li>If state test is untimed, students may or may not require extended time on NAEP.</li> <li>Most students are able to complete the NAEP cognitive sections in the time allowed.</li> </ul>	<p>NAEP is a timed test. Students with disabilities who receive additional time on a routine basis on classroom and other assessments <b>are allowed the Extended Time</b> accommodation on NAEP tests even if extended time is not included in an Individualized Education Plan (IEP) or Section 504 Plan.</p> <p>Consider also coding the <b>Small Group</b> accommodation, even if it is not included in an IEP or Section 504 Plan, so students do not feel pressured to work more quickly in a large group.</p>
<b>Small Group</b>	Math and Reading	<p>Group includes no more than five students. A student can be assigned to a small group session because:</p> <ul style="list-style-type: none"> <li>Students require this accommodation.</li> <li>One or more of the student’s accommodations must be administered in a separate location to minimize distractions to other students in the regular session.</li> </ul>	<p>NAEP routinely assesses students in groups of 25 or more. Code this accommodation for students with disabilities who may need to be tested in a small group.</p> <p>School staff are encouraged to be in the testing session.</p> <p><b>NOTE:</b> If needed and available, school staff may conduct a paper-and-pencil assessment session. Administration scripts and directions are provided.</p>
<b>One-on-One</b>	Math and Reading	<p>Student is assessed individually in an area free of distractions.</p>	<p>Code this accommodation for students with disabilities who are tested one-on-one on a routine basis.</p> <p>School staff are encouraged to be in the testing session.</p> <p><b>NOTE:</b> If needed and available, school staff may conduct a paper-and-pencil assessment session. Administration scripts and directions are provided.</p>

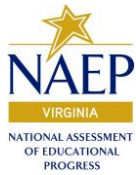
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<b>Read Aloud in English—Directions Only</b>	Math and Reading	<p>General directions (the same for all students) and/or subject-specific directions are read aloud, repeated, or reworded in any way in English so that the student understands what to do.</p> <ul style="list-style-type: none"> <li>Some students' IEPs or 504 Plans stipulate this as an accommodation. This will be coded as an accommodation for these students.</li> <li>Students who do not have this as an IEP or 504 requirement but who need the general directions (the same for all students) and/or the subject-specific directions read aloud, repeated, or reworded in any way in English can request this by raising his or her hand during the session, and it will not be recorded as an accommodation.</li> </ul>	<p>Schools should let all students know in advance that they may ask for clarification and directions repeated.</p> <p>Only Students with Disabilities and/or Section 504 students with a read aloud accommodation should have this accommodation included.</p> <p><i><b>NOTE:</b> If needed and available, school staff may conduct a paper-and-pencil assessment session. Administration scripts and directions are provided.</i></p>
<b>Read Aloud in English—Occasional</b>	Math Only	<p>Students may request to have words, phrases, or sentences read aloud in English.</p>	<p><b>Read Aloud is not allowed for Reading.</b></p> <p>For this accommodation, students must raise their hand to have part of the test read aloud and will be in a large group (25 or more) with other students.</p> <p>Most Virginia students who need a read aloud accommodation are accustomed to the <b>Read Aloud in English – Most or All</b> accommodation where they will be able to have the entire test read, if needed.</p> <p><i><b>NOTE:</b> If needed and available, school staff may conduct a paper-and-pencil assessment session. Administration scripts and directions are provided.</i></p>

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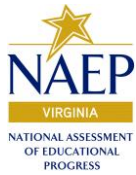


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<b>Read Aloud in English—Most or All</b>	Math Only	Students may request to have most or all of the assessment read aloud in English.	<p><b>Read Aloud is not allowed for Reading.</b> Most Virginia students who need a read aloud accommodation are accustomed to this accommodation.</p> <p><b>For this accommodation, the student must also be tested in a small group.</b></p> <p><i><b>NOTE:</b> If needed and available, school staff may conduct a paper-and-pencil assessment session. Administration scripts and directions are provided.</i></p>
<b>Breaks During Test</b>	Math and Reading	Student is allowed to take breaks as requested or at predetermined intervals during the assessment. This could also mean that the student can take the assessment in more than one sitting during a single day.	<p>All NAEP testing must be conducted on a single day.</p> <p>Code this accommodation for any student needing frequent, short breaks or needing a break between each of the sections. Since NAEP is much shorter than the Virginia Standard of Learning (SOL) assessments, most students who usually take an SOL assessment over multiple days should be administered NAEP with breaks.</p> <p><b>The breaks will be determined at the Pre-Assessment review phone call with the NAEP school coordinator in January.</b></p> <p>Consider also coding the <b>Small Group</b> accommodation.</p>
<b>Use Computer/Tablet to Respond</b>	Math and Reading	Student records answers using a computer or tablet <b>provided by the school.</b>	The school will need to provide the computer or tablet.

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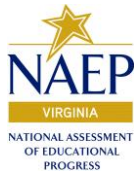


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NAEP Accommodation	NAEP Subject	NAEP Accommodation Description	Notes for Virginia
<b>Familiar Person Present in Testing Room</b>	Math and Reading	School staff member familiar to the student must be present during the assessment or administer the test.	School staff are encouraged to be in the testing session.  <i><b>NOTE:</b> If needed and available, school staff may conduct a paper-and-pencil assessment session. Administration scripts and directions are provided.</i>
<b>Scribe</b>	Math and Reading	<b>Scribe provided by the school.</b> Student responds orally or by pointing to his or her answers to a scribe who records the student's responses in the booklet.	School staff may assist as a scribe.  <i><b>NOTE:</b> If needed and available, school staff may conduct a paper-and-pencil assessment session. Administration scripts and directions are provided.</i>
<b>Large Print Version of the Test</b>	Math and Reading	NAEP provides large-print booklets to visually impaired students. Assessment booklets enlarged by 129 percent	Usually visually impaired students who need the large-print booklets are assessed in the regular testing session, however <b>Small Group</b> or <b>One-on-One</b> accommodations are available if needed by the student.  <i><b>NOTE:</b> If needed and available, school staff may conduct a paper-and-pencil assessment session. Administration scripts and directions are provided.</i>
<b>Magnification Equipment</b>	Math and Reading	Lens or system <b>provided by the school</b> that enhance visual function. Magnification devices include: <ul style="list-style-type: none"> <li>• Eyeglass-mounted magnifiers, freestanding or handheld magnifiers, enlarged computer monitors, or computers with screen-enlargement programs</li> <li>• Closed-circuit television to enlarge print and display printed material with various image enhancements on a screen</li> </ul>	Specify any magnification equipment that will be set-up and maintained by the school for the assessment.  The magnification needs will be determined at the Pre-Assessment review phone call with the NAEP school coordinator in January.  <i><b>NOTE:</b> If needed and available, school staff may conduct a paper-and-pencil assessment session. Administration scripts and directions are provided.</i>

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<b>Uses Template</b>	Math and Reading	<b>Provided by the school.</b> <ul style="list-style-type: none"> <li>Cutout, masking, color overlays, line reader, or place marker</li> </ul>	<p>Code this NAEP accommodation if a school provided template is needed by the student.</p> <p><b>NOTE:</b> <i>The school will need to specify information about templates needed by a student during the Pre-Assessment review phone call with the school's NAEP.</i></p>
<b>Special Equipment</b>	Math and Reading	<b>Provided by the school.</b> <ul style="list-style-type: none"> <li>FM system, amplification equipment, auditory amplification device</li> <li>Noise buffers, study carrel, blinder, special lighting, adaptive furniture</li> <li>Stress ball or sensory fidget item</li> </ul>	<p>Code this NAEP accommodation if a student needs special equipment provided by the school.</p> <p>The equipment needs will be determined at the Pre-Assessment review phone call with the NAEP school coordinator.</p> <p><b>NOTE:</b> Sensory fidget items are ONLY allowed as a Virginia Department of Education's (VDOE'S) Special Assessment Accommodations Request. Please indicate that a student needs a sensory fidget item only if a VDOE request has been granted.</p> <p>See <a href="http://www.doe.virginia.gov/testing/participation/index.shtml">http://www.doe.virginia.gov/testing/participation/index.shtml</a> for more information on Special Assessment Accommodations Request.</p>
<b>Preferential Seating</b>	Math and Reading	<b>Provided by the school.</b> <ul style="list-style-type: none"> <li>Location with minimal distractions, reduce distractions, quiet location or setting.</li> <li>Front of the class, close to the test administrator, etc.</li> </ul>	<p>Code this NAEP accommodation if a student needs special seating.</p> <p>The preferential seating needs will be determined at the Pre-Assessment review phone call with the NAEP school coordinator.</p>

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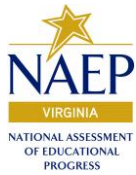
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<b>Cueing to Stay on Task</b>	Math and Reading	<p><b>Provided by a school staff member.</b></p> <ul style="list-style-type: none"> <li>Monitor for understanding, monitor placement of responses</li> <li>Redirect to stay on task, reminders to stay on task, prompts to stay on task</li> <li>Provide verbal encouragement, reinforcement, refocus</li> <li>Track test items</li> </ul>	<p>In Virginia, this is called: Specific Verbal Prompt. Students may only receive verbal prompts. The ONLY prompts that may be used by the examiner are:</p> <ul style="list-style-type: none"> <li>“Please continue with your test.”</li> <li>“Keep working.”</li> <li>“Keep going.”</li> <li>“Focus.”</li> <li>“Stay focused.”</li> </ul> <p>All other prompts must be approved by the Virginia Department of Education using the <i>Special Assessment Accommodation Request</i> form. *Virginia Department of Education Students with Disabilities: Guidelines for Special Test Accommodations; P.20</p> <p><a href="https://www.doe.virginia.gov/testing/participation/guidelines-for-special-test-accommodations.docx">https://www.doe.virginia.gov/testing/participation/guidelines-for-special-test-accommodations.docx</a></p> <p><b>Non-verbal cueing is not allowed in Virginia.</b></p>
<b>Braille Version of the Test</b>	Math and Reading	<p>A paper-based embossed Braille form. NAEP uses contracted Unified English Braille (UEB) for all subjects. For the mathematics assessments, NAEP uses UEB plus Nemeth.</p> <ul style="list-style-type: none"> <li>Student can use a scribe to record his or her answers (select <i>Scribe</i> accommodation).</li> <li>Student can use a Braille output device <b>provided by the school</b>.</li> </ul>	<p>The school will need to provide the Braille output device or scribe.</p> <p>Also code the <b>One-on-One</b> or <b>Small Group</b> accommodation.</p> <p>Consider also coding <b>Extended Time</b> accommodation.</p> <p><b>NOTE:</b> If needed and available, school staff may conduct a paper-and-pencil assessment session. Administration scripts and directions are provided.</p>

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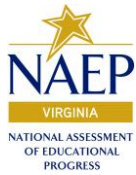


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NAEP Accommodation	NAEP Subject	NAEP Accommodation Description	Notes for Virginia
<b>Directions Only Presented in Sign Language</b>	Math and Reading	A qualified sign language interpreter, <b>provided by the school</b> , signs the instructions included in the session script.	<p>The school will need to provide the person to sign the directions.</p> <p>If some or all of the test questions or answer choices are being signed, also code the <b>One-on-One</b> or <b>Small Group</b> accommodation.</p> <p>Consider also coding the <b>Extended Time</b> accommodation.</p> <p><i><b>NOTE:</b> If needed and available, school staff may conduct a paper-and-pencil assessment session. Administration scripts and directions are provided.</i></p>
<b>Presentation in Sign Language</b>	<p>Math Only</p> <p>Not allowed for Reading</p>	A qualified sign language interpreter <b>at the school</b> signs the instructions included in the session script and some or all of the test questions or answer choices for the student.	<p>The school will need to provide the person to sign the instructions as well as some or all of the test questions or answer choices.</p> <p>If some or all of the test questions or answer choices are being signed, also code the <b>One-on-One</b> or <b>Small Group</b> accommodation.</p> <p>Consider also coding the <b>Extended Time</b> accommodation.</p> <p><i><b>NOTE:</b> If needed and available, school staff may conduct a paper-and-pencil assessment session. Administration scripts and directions are provided.</i></p>

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<b>Response in Sign Language</b>	Math and Reading	Student signs their responses to a scribe, <b>provided by the school</b> , who records the responses in the booklet (select <i>Scribe</i> accommodation).	<p>The school will need to provide the scribe.</p> <p>Also code the <b>One-on-One or Small Group</b> accommodation.</p> <p>Consider also coding <b>Extended Time</b> accommodation.</p> <p><i><b>NOTE:</b> If needed and available, school staff may conduct a paper-and-pencil assessment session. Administration scripts and directions are provided.</i></p>
<b>Other (specify)</b>	Math and Reading	Any accommodation not listed above. Please check with your NAEP State Coordinator, Latosha Branch, to see if other accommodations are allowed on NAEP.	<p>All students with disabilities who participate in the Standards of Learning (SOL) assessments should participate in NAEP using NAEP accommodations as appropriate.</p> <p>Only students with disabilities who participate in the Virginia Alternate Assessment Program (VAAP) may be excluded from any NAEP assessment. See NOTE below.</p>

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